

4th of July 2016

Vendor Booth Terms & Conditions

The 4th of July will be held at Centennial Park downtown, on July 4, 2016. Sponsored by the Wellington Community Activities Commission and the Town of Wellington. The C.A.C. invites you to be a part of this patriotic and community celebration.

EVENT DETAILS and FEES

- ♦ Event Date: Monday, July 4, 2016 Event Times: 11:00 am – 7:00 pm
- ♦ The 1st booth space fee is \$30. The 2nd booth space fee is \$20. Any additional space needed is free. All spaces are a 10' x 10' booth space.
- ♦ You must include booth space payment with your application.
Make checks payable to: Town of Wellington.
- ♦ **The 4th of July booth space application deadline is Friday, June 24, 2016.**
- ♦ No refunds will be given after June 24th, 2015...sorry, no exceptions. (This policy also includes event cancellation due to rain, inclement weather and other acts of God)

MANDATORY EVENT HOURS & SETUP

All 4th of July booths are located in Centennial Park. All booths can be in operation from 11:00 am to 7:00 pm on event day. Set-up will open at 6:00 am. Booths should be set up and ready by 10:30 am on July 4th. Vendors should bring their own carts, hand trucks, loading equipment and personnel to assist with set up and breakdown.

SPACE ASSIGNMENTS

Applications are considered on a first come, first served basis. The committee reserves the right to make the final decision on acceptability of an applicant based on past performance, timeliness of returned application and variety of vendors. The committee will reserve a 10' x 10' empty space for confirmed booths. You are responsible for providing any booth apparatus or shade materials.

HEALTH & SALES TAX LICENSE

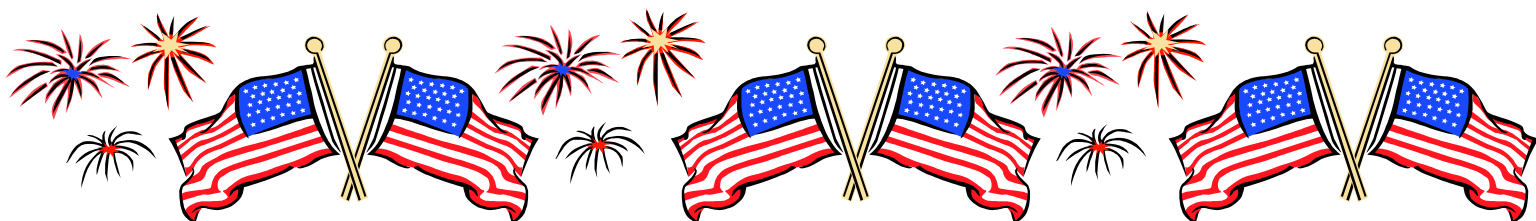
All booth participants need to make sure that they are in compliance with the following agencies:

Larimer County Department of
Health and Environment
1525 Blue Spruce Drive
Fort Collins, CO 80524
(970) 498-6776
www.co.larimer.co.us/food

Colorado Department of Revenue
Special Events Coordinator
(303) 866-5643
www.revenue.state.co.us

**THANK YOU FOR YOUR INTEREST IN SHARING THE 4TH OF JULY WITH US.
WE LOOK FORWARD TO HEARING FROM YOU SOON!**

Community Activities Commission ~ PO Box 127 Wellington, CO 80549
970-568-3381 ext. 49 Fax 970-568-9354 CAC@wellingtoncolorado.gov
www.wellingtoncolorado.gov



4th of July 2016

BOOTH SPACE APPLICATION

Event Date ~ Monday, July 4, 2016

REGISTRATION DEADLINE: JUNE 24, 2016

Legal Name of Business: _____

Owners Name: _____ Contact Person: _____

Physical Address of Business: _____

City: _____ State: _____ Zip: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Day Phone: () _____ Evening Phone: () _____

Email Address (please print clearly): _____

Type of Ownership (LLC, Sole Proprietor, Corporation, Non- Profit, etc): _____

Describe in detail the kind or nature of business or service: _____

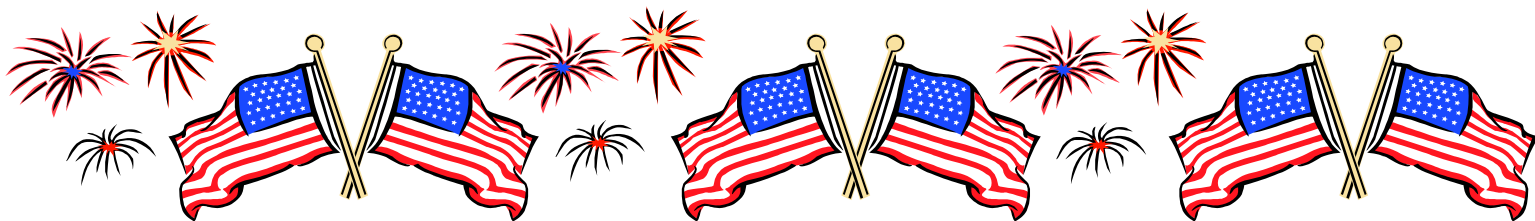
Describe in detail the manner in which the goods, wares or merchandise will be sold: _____

State Sales Tax Number: _____

If business is subject to any federal state or other local agency registration and/or licensing requirements, have those requirements been met? _____

Does the business handle or sell any food items? _____ If yes, submit current approval by the Larimer County Health Department.

Does the business hold a business license in any municipality? _____



4th of July 2016

BOOTH SPACE APPLICATION CONTINUED

If so, state the name(s) of the business and the municipality in which it resides: _____

Have you ever had a business license denied, revoked or suspended? _____

If yes, list City, State, and circumstances: _____

Do plan to leave early? Yes _____ **No** _____ **What time?** _____

Will you be using your generator? Yes _____ **No** _____

Will you require the Town's electricity? Yes _____ **No** _____

(an additional fee of \$10 will apply)

What is the use of the electricity for? _____

How many spaces are you requesting? _____

(1st space \$30, 2nd space \$20, any additional space is free)

Please sign below and remit this application, any additional documentation (if necessary) and cash, check or money order for the total amount payable to the Town of Wellington.

All applications are subject to approval by the Community Activities Commission.

I hereby certify that the statements made on this application are true and correct to the best of my knowledge, I understand that the local code enforcement officer will issue citations for violation of the town codes and my registration could be subject to revocation.

Authorized Signature

Title

Date
